

Development Services

Deferred Metal Truss/Metal Stairway Submittal Agreement

Building Permit Number: _____ Project Name: _____

Date Issued: _____ Project Address: _____

IBC 107.3.4: The registered design professional in responsible charge is accountable for review and coordination of all submittal documents designed by others and to ensure they are compatible with the design of the building.

Deferred submittal items are those portions of the design that are not submitted at the time of application and that are to be submitted to the building official within a specified period. Deferral of any submittal shall have the prior approval of the building official. The deferred submittal must be listed on the cover sheet of the construction plans.

The process is as follows:

- Trusses/stairway projects for deferred submittal must first be reviewed by the registered design professional in responsible charge
- The truss/stairway design calculations shall be submitted to the City of Reno along with a separate Truss Verification Letter. The design professional in responsible charge shall attach a stamped and signed Truss Verification Letter to the submittal stating that the deferred truss submittal conforms with the design of the structure
- Deferred trusses and/or stairways shall not be installed until all the above items have been completed and approved. Failure to comply with the terms of this agreement **may result in a Stop Work Order being issued.**
- Deferred trusses and/or stairways submittals shall be completed and approved prior to the frame inspection.
- Deferred Submittal Reviews will be subject to a 10-Business Day Review.

Declaration by design professional in responsible charge

The design professional in responsible charge for this project has read and agrees to fully comply with the terms and conditions set forth in this agreement.

Name Signature Date

Design Professional:

Building and Safety Division Approval:

Steel Stairs Steel Trusses

Other _____

